

Flaxton Parish Council

Minutes of the Parish Council Meeting held on Thursday 21st August 2025 at 7.30pm in Flaxton Village Hall

Parish Councillors Present: Steve Axford (SA)
Ian Craven (IC) Chair
David Hudson (DH)
Derek Leetham (DL)
Grace Mook (GM)

North Yorkshire Councillor Present:

In Attendance: Anna Jackson (AJ) – Parish Clerk

Public Present: 0

111/25 To receive apologies for absence and approve reasons given

It was noted that DH lives adjacent to one of the planning application sites.

112/25 To receive declarations of interest and dispensations

- To receive declarations of interest from councillors on items on the agenda

None

- To receive written requests for dispensations for disclosable pecuniary interests

None

- To grant any requests for dispensation as appropriate

SA and GM declared interest in common land and Green Gait.

113/25 To confirm the minutes of the Parish Council meeting held on 23rd July 2025

RESOLVED: The minutes for the Parish Council meeting on 23rd July 2025, having been prepared and circulated, were agreed to be a true and fair record.

114/25 To receive information about the following ongoing initiatives and decide further action where necessary:

- Village Maintenance activity progress:
 - Benches –DL has purchased wood preservative.
 - Gateway painting – Repairs have been done by NYC Highways, SA to paint shortly.
 - Defibrillator telephone box painting – Has been completed, no invoice received yet.
 - Grass cutting – Completed, to monitor going forward.
- Speeding – No further results.
- IC provided an update on the village emergency plan, AJ to contact monitoring officer to request an up-to-date electoral roll.
- SA has prepared draft content advice for tree works to be developed into a news post and leaflet for publication on the website.
- Internal Audit from 5th August summary – AJ provided a summary. No issues were raised.
- Policy updates – GM and IC have completed their reviews. SA and DL to finalise theirs for September meeting. GM suggested inviting the police to the Annual Parish Meeting as per the Crime and Disorder Policy.

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115/25 Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions

No public in attendance

116/25 To receive an update from North Yorkshire Councillor Goodrick if appropriate

Councillor Goodrick not in attendance.

117/25 To consider and decide upon any planning applications received:

Applications:

[ZE25/00517/73M | Removal of Condition 11 of planning approval 16/00229/MFUL dated 29/09/2016 to allow for the year round use of the land as a caravan site | Flaxton Meadows York Lane Flaxton North Yorkshire YO60 7QZ](#)

Flaxton Parish Council met on the 21st August 2025 and had no objection. Council requested confirmation as to whether Natural England had been consulted, given potential impact on the SSSI.

[ZE25/00859/CAT | Fell 1 No. Ash Tree \(T1\) due to ash die back, Crown reduce 1 No Beech Tree \(T2\) by 1.5 metres away from the gutter | Orchard House Main Street Flaxton North Yorkshire YO60 7RT](#)

Flaxton Parish Council met on the 21st August 2025 and had no objection.

[ZE25/00818/CAT | Remove 2no. Conifers, 1no. Spruce, 1no. Oak, 1no. White Poplar, 1no. Cherry. Reduce height by approx 3-4metres of 1no Yew | Westfield House Main Street Flaxton North Yorkshire YO60 7RJ](#)

Flaxton Parish Council met on the 21st August 2025 and had no objection.

Decisions:

APPROVED: [ZE25/00622/HOUSE | Erection of single storey front and rear extensions, replacement of dormer windows to front and rear elevations, replacement of windows throughout | The Pines Main Street Flaxton North Yorkshire YO60 7RT](#)

APPROVED: [ZE25/00572/FUL | Proposed rebuilding and extension of existing single storey barn to create 1no one bedroom annex and alteration to existing opening in two storey barn to create 1no. four bedroom dwellinghouse | Outbuildings At Station Farm Rice Lane Flaxton](#)

APPROVED: [ZE25/00689/CAT | Fell 1no. Conifer Tree | Old Post Cottage Main Street Flaxton North Yorkshire YO60 7RJ](#)

Updates:

None

118/25 To discuss matters raised by the Parish Clerk/Responsible Financial Officer

- AJ had circulated a bookkeeping spreadsheet to 1st August 2025, which showed the Bank Account balance together with the income and expenditure report including variances to budget. The bank statement was duly signed by the Chair and will be fully checked during the next internal audit. The balance of the current account is £ 9,906.48
- IC to inform AJ of suggested changes to coding of a small number of expense allocations.
- RESOLVED: To approve the record of electronic payments submitted by the clerk.

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- Precept – to be submitted before end of year.
- CIL Payment: AJ to clarify response with infrastructure officer regarding CIL expenditure on defibrillator batteries.
- To note/approve payments as follows:
- APPROVED: Salary payment (July 2025) for the Parish Clerk and HMRC contribution – Only £28.33 HMRC payment required due to credit on the account.
- NOTED – Clerk promoted to SCP6 from the 1st April 2025, so will be paid the new wage plus the back pay.
- APPROVED: Payment to Account Solutions York for the for the year end 2024/2025 internal audit (£120).
- APPROVED: Payment to Peter Rolfe for painting the defibrillator box, when the invoice is received (£340)
- NOTED: The receipt of the payment of £849.34 from NYC for grass cutting.
- NOTED: The future automatic payment (15th September 2025) of £47 to the ICO for renewal of the Data Protection Registration by Direct Debit

119/25 To consider and decide further action, if any, on the village tree survey proposed by the Green Gait Owners

Green Gait initiative survey carried out on 23rd–24th August 2025. Results identify tree species and condition visible from or on common land. A management plan for common land and conservation area to follow. AJ to share update via village WhatsApp group and news post.

120/25 To consider and decide further action, if any, on changing our website domain to gov.uk

Council agreed it was not necessary to move to a .gov.uk domain. Existing domain to remain in use until such time as legislation changes.

121/25 To consider and decide further action, if any, on discussions regarding a village playground

Discussion held regarding the creation of two small-scale bike tracks with minor bumps and curves on the Kell. Council expressed support in principle. Further details to be developed by the project proposers.

122/25 To report and decide further action, if any, on new correspondence received by the council

- To note receipt and response to a contact re parking at The Blacksmiths.
- Highways Maintenance – correspondence regarding tarmac permissions discussed. Clerk to write to Jon Dickens thanking the team for recent works in the village.

123/25 To report and decide further action, if any, to ensure the onboarding of Councillor Hudson.

- DH to complete disclosure forms.
- Council agreed to DH's attendance on the new councillor training course.
- IC and AJ to arrange DH's enrolment on "Off to a Flying Start" training course(s) to be held in September.
- AJ to share DH introductory note on WhatsApp group and website.

124/25 To receive matters raised by members

- Village Hall meeting scheduled for 7pm, 4th September 2025.
- Proposal for community litter pick on 20th September 2025, 9am (York Lane/Scotchman Lane). High-vis vests and gloves to be purchased. Possibility of linking with Keep Britain Tidy. IC to publicise and ask for volunteers.

125/25 To note agenda items for the next meeting

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- Litter picking final arrangements

126/25 To confirm the dates of the future meeting(s) of Flaxton Parish Council to be held in the Village Hall starting at 7.30 p.m.

18th September 2025, 16th October 2025, 20th November 2025.

The meeting closed at 20:43